

Nextel Online®

Address Book - for Plus phones

Your Portable White Pages

What You Need

- Nextel Internet-ready *plus* phone
- a qualifying Nextel Online (NOL) service plan: NOL Plus, Address Book, Two-Way Messaging, Messaging Package or Full Service Package
- Nextel Member Name and Password

Register with Nextel

Note: If you already have a Nextel Member Name and Password, proceed to Login to Address Book.

1. From nextel.com on your PC, click **Register with Nextel**.
2. Complete the **Member Information** and **Phone Information**. **Account Information** may be skipped unless you require Administrator access.
3. Complete the registration process by clicking on the link contained in your confirmation email.

Login to Address Book

1. From the **MyNextel** tab on nextel.com, click **Address Book**.
2. Enter your Member Name and Password and click **Login**.
3. Follow the instructions to Login to Address Book on your phone. When complete, return to your PC and click the link to access Address Book.
4. Ensure your phone model is displayed correctly. If not, click the link to update your phone model and re-enter your Nextel Phone Number and IMEI.

Address Book Contacts

The Contacts component of Address Book contains the same type of information as is in your phonebook or Rolodex: name, company, address, office, mobile, home and fax number, etc. You may store up to 500 contacts in your Address Book and view that information on your phone using Nextel Online.

Adding Address Book Contacts from your PC

Entering Contacts Individually

1. From the Address Book main page, click **Add** in the sub-navigation bar. A contact entry form displays.
2. Enter the contact information into the appropriate fields (Last name or Company Name is required). Click **Save**.
3. Repeat the process to add additional contacts.

Importing Contacts from your Nextel Account or Microsoft Outlook

1. From the Address Book main page, click **Import** in the sub-navigation bar.








2. Choose **Nextel Account** or **Microsoft Outlook** and click **Continue**. The number of available Address Book entries will display.

To Import Nextel Account Contacts: The first 1000 account entries will be displayed alphabetically. Select up to 500 entries you would like to import. Click **Import Now**.






To Import Outlook Contacts: Create your Outlook export file as directed. Click **Continue**. Select **Browse** to locate the export file. Click **Import Now**.

Accessing Address Book Contacts from your Phone

Browsing Contacts

1. From the NOL home page on your phone, scroll to **Nextel.com** and press  under OK.
2. Scroll to **Address Book** and press  under OK.
3. Scroll to **Contacts** and press  under OK.
4. Press  under Show. Your contacts will display alphabetically in increments of 9.
5. Scroll to the desired contact and press  Go to.

Searching for a Contact

1. From the **Address Book** main menu on your phone, scroll to **Contacts** and press  under OK.
2. Scroll to the criteria you wish to use in your search and press  under Find.
3. Enter a few letters for the search criteria and press  under OK.
4. Press  under Show. Your search results will display.
5. Scroll to the desired contact and press  Go to.

Phone Lists

The Phone Lists component enables you to create and modify Speed Dial and Private ID Lists, with 100 contacts each, and transfer them between the Web site and phone over the air. Once sent to the phone, Phone Lists are stored there for easy dialing access.

Did you already store names and phone numbers on your phone? If so, transfer that information to the Web Address Book before creating or editing your phone lists. See Receiving Phone Lists from Your Phone.

Creating Phone Lists on your PC

Linking Contact Entries to your Phone Lists

Use Contact information to create your Speed Dial and Private ID Lists.

1. From the Address Book main page on your PC, select the desired contact(s).
2. From the **Click To** drop-down box, select **Add to Speed Dial** or **Add to Private ID**.
3. Click **Save**. The contact(s) are added.
4. Send your new/updated phone list to your phone. See *Sending Phone Lists from the Web to your Phone*.



Creating Phone Lists from your PC

1. From the Address Book main page on your PC, click the **Phone Lists** tab.
2. From the sub-navigation bar, select **Speed Dial** or **Private ID**.
3. Complete the appropriate fields. Click **Save**.
4. Send your new/updated phone list to your phone. See *Sending Phone Lists from the Web to your Phone*.



Transferring Phone Lists between your Phone and Web

Receiving Phone Lists from your Phone

If you have programmed information into your Speed Dial Lists, send that information to the Web Address Book before creating or editing your lists online.

1. From the **Address Book** main page on your PC, click the **Phone Lists** tab then click **Receive** from the sub-navigation bar.
2. Select the phone list(s) to send from the phone to the PC. Click **Receive**.
3. You will receive notification of the transfer on your phone. To authorize the transfer of Phone Lists from your phone to the Web Address Book, press  under Now (or View).
4. On your phone, a verification message displays: **Send Phone List changes to the Web Address Book?** Press  under OK.

Sending Phone Lists from the Web to your Phone

1. From the **Address Book** main page on your PC, click the **Phone Lists** tab then click **Send** from the sub-navigation bar.
2. Select the phone list(s) to send to your phone. Click **Send**.
3. You will receive notification of the update on your phone. To accept the update and change the phone lists on your phone, press  under Now (or View).
4. On your phone, a verification message displays: **Accept changes to phone's lists?** Press  under OK.